



**EMPLOYMENT APPLICATION  
HAINES BOROUGH, ALASKA  
P.O. BOX 1209, HAINES, AK 99827**

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status. Please do not send photographs of applicant with application. **Once submitted to the Borough, applications become public record and are subject to public review. Conditions of employment are stated at the end of this application. Please read it carefully before signing.**

*(PLEASE PRINT OR TYPE)*

**IF REQUESTED INFORMATION IS INCLUDED ON AN ATTACHED RESUMÉ, YOU MAY INDICATE "SEE RESUMÉ"**

Position Applied For Director of Public Facilities		Date of Application 2/15/2024	
Last Name Jensen	First Name William	Middle Name Bradley	
Mailing Address 55 Haines Highway	City Haines	State Alaska	Zip Code 99827
Telephone Number	Other Telephone	E-mail	

**If you are under 18 years of age, can you provide required proof of your eligibility to work?**       Yes     No

**Best time to contact you at home is:**    Any : \_\_\_ am/pm

**Are you currently employed?**       Yes     No

**May we contact you at work?**     Yes     No    If so, Phone # \_      Best time:    Any /pm    am

**May we contact your present employer?**       Yes     No

**Have you ever been employed by the Haines Borough before?**       Yes     No  
If yes, give dates \_\_\_\_\_ to \_\_\_\_\_

**Are you legally eligible for employment in the United States?**       Yes     No  
*Proof of identity and eligibility will be required upon employment*

**Can you travel if the job requires it?**       Yes     No

**Date you can be available to start work**    Neg. / \_\_\_ / \_\_\_

**Check all times you are available to work:**  
 Full Time     Part Time     Shift Work     Temporary     Flexible Schedule  
 Mornings     Afternoons     Evenings     Weekends

**In the last ten years, have you been convicted of a felony or a misdemeanor that resulted in imprisonment?**     Yes     No  
*Conviction will not necessarily disqualify an applicant from employment. The Borough will consider such factors as the amount of time that has elapsed since the conviction and the seriousness and nature of the crime.*

If yes, explain \_\_\_\_\_

**Have you ever been discharged from employment or asked to resign?**       Yes     No  
If yes, explain: \_\_\_\_\_

**EDUCATION**

School	Name and Address of School	Course of Study	Years Completed	Diploma/ Degree Received
High School	Lexington Community High School		4	Yes
Undergraduate College	Illinois State University	Education, but also 70+ credit hours of additional education mainly focused on technology	4	BS in Education/ Magna Cum
Graduate/ Professional				
Other (Specify)				

**WORK EXPERIENCE**

Start with your most recent job, and include any job-related military service assignments and volunteer activities. You may exclude organizations that could indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer Dot Foods Inc.	Dates Employed		Work Performed I currently manage several multi-million dollar commercial construction projects. I am involved with design development, requests for proposals, contract negotiation, project awards, budgeting and all day to day management of the projects and contractors. I have held this position with Dot Foods for 4 years. Prior to that I supervised their building and grounds department overseeing 2 million square feet of facilities plus the grounds and 12-15 full time maintenance technicians. I managed and scheduled all maintenance and repairs including all building related issues, pavement repairs, snow removal, landscaping, building systems including hvac, electrical and building automation. I also helped to develop and manage the budget including salaries and equipment as well as negotiated with and hired sub-contractors for work outside of the department scope.
Address 1 Dot Way, Mt. Sterling, Il. 62353	From	To	
Telephone Number(s) 217-773-4411	12/11/2011	Present	
Job Title Facilities Project Manager	Hourly Rate/Salary Starting Final		
Supervisor Bill Mummy			
May We Contact Supervisor? <input checked="" type="radio"/> Yes <input type="radio"/> No		Reason for Leaving Moving to Haines	

Employer	Dates Employed		Work Performed
Address	From	To	
Telephone Number(s)			
Job Title	Hourly Rate/Salary Starting Final		
Supervisor			
May We Contact Supervisor? <input type="radio"/> Yes <input type="radio"/> No		Reason for Leaving	

Employer	Dates Employed		Work Performed
Address	From	To	
Telephone Number(s)			
Job Title	Hourly Rate/Salary Starting Final		
Supervisor			
May We Contact Supervisor? <input type="radio"/> Yes <input type="radio"/> No		Reason for Leaving	

Employer	Dates Employed		Work Performed
Address	From	To	
Telephone Number(s)			
Job Title	Hourly Rate/Salary Starting Final		
Supervisor			
May We Contact Supervisor? <input type="radio"/> Yes <input type="radio"/> No		Reason for Leaving	

**Comments: Include explanation of any gaps in employment.**

Folks, I appreciate your patience with my incomplete application. I just saw this posting last evening and am currently traveling to projects. I would be glad to furnish a complete resume, work history and references when I return from travel but wanted to get something in before the deadline. I have recently purchased a home in Haines through Pam Long at Haines Real Estate. She is the only person in Haines that would know us at this point if a local reference is needed (she knows me by Brad, my middle name). My wife, son and I are boarding the ferry in Bellingham, Wa. 2/28 and will arrive in Haines 3/1. I was actually not looking for a job right away but this job description matches my experience so well that I would like to discuss it with someone. Please feel free to reach out to me at 309-826-9536 or by email @ williamjnsn2@gmail.com.

**Describe any specialized training, apprenticeship, skills and extra-curricular activities.**

I believe that I have extensive experience related to all aspects of your job description with the exception of working on ports and harbors and have never held a government based position. I am a former carpenter, mason/cement finisher, UAW journeyman electrician and automation technician with many years working on large mechanical systems in an automobile assembly facility as well as robotics and related equipment. I have managed large groups of employees in maintenance roles and currently manage roughly 200 million dollars in commercial construction projects. We are moving to Haines because we love the beauty and outdoor opportunities, but also have a cabin on the Tanana river that I built starting in 2005, so have spent many years in the Alaska environment and am very excited to finally be moving there full time.

**List professional, trade, business or civic activities you consider relevant to your ability to perform the job.**

**Other Qualifications: Summarize special job-related skills and qualifications acquired from employment or other experience.**

**Specialized Skills – Circle all that apply to you**

PC <input checked="" type="checkbox"/> MAC <input checked="" type="checkbox"/> Databases <input type="checkbox"/> Spreadsheets <input checked="" type="checkbox"/> Word Processing <input checked="" type="checkbox"/> Desktop Publishing <input type="checkbox"/> Website Content Mgmt <input type="checkbox"/> Accounting <input checked="" type="checkbox"/> Other (please specify) _____	<u>SOFTWARE</u> MS Word <input checked="" type="checkbox"/> MS Excel <input checked="" type="checkbox"/> MS Publisher <input type="checkbox"/> MS Access <input type="checkbox"/> Filemaker Pro <input type="checkbox"/> Adobe Acrobat Pro <input checked="" type="checkbox"/> ArcGIS <input type="checkbox"/> Other (please specify) _____	<u>MACHINERY/EQUIPMENT</u> (please specify) _____ _____ _____ _____ _____ _____
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**State any additional information you feel may be helpful to us in considering your application, especially determining if you meet the required minimum qualifications. (Attach additional sheet, if necessary.)**

**Note: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS AND ESSENTIAL FUNCTIONS OF THE JOB FOR WHICH YOU ARE APPLYING.**

Are you capable of performing, with or without a reasonable accommodation, the essential functions of the job for which you have applied? A summary of the essential functions involved in the job or occupation has been given.

YES       NO

Personal/Professional References	Do not include family members or past supervisors listed above		
Name	Phone No.	Address	Occupation
1.			
2.			
3.			

**NOTIFICATION AND AGREEMENT**  
**Please Read Carefully Before Signing**

**I CERTIFY THAT ALL MY RESPONSES ARE TRUE, ACCURATE AND COMPLETE. I UNDERSTAND THAT THE FALSIFICATION, MISREPRESENTATION OR OMISSION OF ANY FACT ON THIS APPLICATION (OR ANY OTHER STATEMENT OR DOCUMENT) WILL BE CAUSE FOR DENIAL OF EMPLOYMENT OR IMMEDIATE TERMINATION OF EMPLOYMENT, REGARDLESS OF WHEN OR HOW DISCOVERED.**

Questions regarding this statement should be directed to any employment interviewer before signing. Receipt of the application does not imply that the applicant will be employed.

By my signature below, I consent to the Borough’s conferring with any and all of my former employers concerning my performance and reviewing publicly available documents and databases relevant to my application. I understand that the Borough will treat all such information as it would any personnel record, and I release the Borough and its management from all liability related to any action to which I have consented herein.

If hired, I agree to abide by all of the Borough’s rules and regulations. I understand that the Borough shall have the maximum discretion permitted by law to administer, interpret, modify, discontinue, enhance or otherwise change all policies, procedures, benefits and other terms or conditions of employment.

I hereby affirm that the information given in this Application is true and correct to the best of my knowledge. I have not knowingly withheld any fact or circumstance that would, if disclosed, affect my application unfavorably.

I authorize the investigation of all statements and information contained in this application. I release from all liability anyone supplying such information and I also release the employer from all liability that might result from making an investigation.

I understand that any misrepresentation, deception, or false statement made in this Employment Application may result in my not being considered for employment, and if not discovered by the Borough until after my becoming employed, is grounds for, and may result in, my immediate termination.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information I have supplied on this application.

**APPLICANT SIGNATURE** William Jensen  **DATE** 2/15/2024

**OPTIONAL INFORMATION**

...age, race, religion, color, sex, sexual orientation, national origin, marital status, expunged juvenile records, or pregnancy, and to afford equal opportunities to disabled veterans, veterans of the Vietnam era, and individuals with a disability, and any other characteristic protected by federal, state or local law.

The following information is being gathered for compliance with civil rights laws. **You may choose not to complete this section.** If you choose to, your answers will be used *ONLY* for record-keeping and employee data reporting purposes if you are hired. This voluntary information will not be used in the hiring process.

Gender: <input checked="" type="radio"/> Male	Race: <input type="radio"/> Alaskan Native or American Indian
<input type="radio"/> Female	<input type="radio"/> Asian
Age: <input type="radio"/> Under 40 years old	<input type="radio"/> Black or African American
<input checked="" type="radio"/> Age 40 or older	<input type="radio"/> Hispanic or Latino
	<input type="radio"/> Native Hawaiian or other Pacific Islander
	<input checked="" type="radio"/> White, not of Hispanic origin

# William (Brad) Jensen

## **Education**

**Bachelor of Science - Education** (December 2010)  
Illinois State University, Graduated Magna Cum Laude

## **Professional Experience**

**Facilities Project Manager** (January 2020 - present)  
**Dot Foods, Inc., Mt. Sterling, Illinois**

Responsible for the management of capital construction projects from schematic design through project closeout. Involved in all aspects of the project from concept development, collaboration with all design disciplines including architecture, civil, structural, plumbing, mechanical and specialties such as fire protection, refrigeration systems, security, finishes and furnishings. Contribute to all design reviews, develop requests for proposals, negotiate contracts, develop and manage project budgets, review project submittals, facilitate permitting, development of tax incentive opportunities, contract negotiations, awarding of projects, direct hire agreements with specific scopes outside of the general contract, vetting of safety programs and qualifications including insurance verifications. Oversight of all project contractors and aspects including maintaining schedules, responding to requests for information, review of all pay applications and lien waivers, maintain meeting schedule with all parties, management of change orders, punch list and closeout of projects including final release of retainage. Projects experience ranges from fully automated warehousing systems (ASRS), warehouse complexes including offices, truck garages, health clinics, gate stations, parking and roadways. Participated and helped develop company specifications in all building disciplines for four years. Contributed to corporate contract language, legal and safety policies. Participation in interviewing department candidates as well as external contractors. Management of projects ranging from \$10k to \$80 million in value.

**Building and Grounds Maintenance Supervisor** (December 2015-January 2020)  
**Dot Foods Inc., Mt. Sterling, Illinois**

Manage day to day building and grounds maintenance issues as well as 12 full-time and 2-3 part time employees. Managed employee and contractor activities and projects, assisted with hiring and budgeting. Responsible for contractor safety as well as employee safety. Direct hire of sub-contractors including budgeting, bidding process, awarding and management of projects including all building systems and pavement projects.

**Building Maintenance Technician/ Lead Maintenance Technician** (December 2011-May 2015)  
**Dot Foods Inc., Mt. Sterling, Illinois**

Maintenance of facilities systems including electrical, mechanical, fire protection, HVAC systems and plumbing. Supervision of all maintenance employees, scheduling, hiring of employees, administration of contractor safety programs and assist with department budgeting.

**Industrial Maintenance Technician** (August 2011-December 2011)  
**Pella Windows Inc., Macomb, Illinois**

Repair and maintenance of industrial automated equipment including electrical systems, hydraulic and pneumatic equipment as well as facility electrical and HVAC systems

**Self Employed Remodeling Contractor/ Full Time Student** (October 2008-August 2011)

**Automation Electrician** (May 2002-October 2008)  
**Mitsubishi Motor Manufacturing, Normal, Illinois**

Installation, programming, troubleshooting and repair of automated industrial equipment including robotics and associated equipment.